

CSU Channel Islands Curriculum Committee Meeting Minutes

March 5, 2008 – Sage Hall, Main Conference Room
10:15am to 11:45am

Attendees: Jeanne Grier Kathy Musashi Andrea Grove
 Steve Stratton Bill Cordeiro Sean Anderson
 Mary Adler Jaye Smith

Absent: Amy Denton

1. **Minutes.** February 27, 2008, minutes were approved with corrections.
2. **Course and Program Reviews**

 The following courses or programs were approved as submitted:

 The following were reviewed and approved with minor changes:

 The following courses were deferred:
3. **Language Requirement.** Steve Stratton spoke with Terry Ballman regarding the language requirement. She is in process of developing her proposal, focusing on the BA only, and will submit it to the committee in the next few weeks.
4. **Multicultural Requirement.** Steve has initiated contact with Julia Balen and will follow up before the next meeting.
5. **Forms.** Kathy Musashi and Mary Adler worked on the revise to the Program Update and Program Modification. Mary Adler discussed the changes and the committee approved them by consensus. Kathy will disseminate to the Chairs.
6. **Hours per Week.** Kathy had disseminated the list of courses that had no hours per week. Steve Lefevre had requested that the curriculum committee review this for policy. It was determined that these courses should have the following hours per week: Variable hours per week, in the catalog and in PeopleSoft, giving the student some information regarding the hours per week required on their part.
7. **Lab Fees.** Kathy had sent out the current lab fee report to the committee as a resource item. She reviewed the process and the committee discussed how they want the lab fee represented on the course forms. The course forms will reflect: Lab Fee Requested, Refer to the Dean's Office for Processing. It was also noted that MATH 342 and 352 have the same title on the list. Kathy will investigate this with the Dean's Office (Note: Investigation indicates Math 342 is inactive).
8. **Next Meeting:** March 27, 2008. The committee agreed to not meet March 12 and March 29, the week of spring break.